

Duties and Delegation Agreement

Physician Assistant _____ MT License Number _____

Supervising Physician _____ MT License Number _____

I agree to provide supervision to the Physician Assistant named in this document at the practice settings indicated below, with the general duties and method of supervision as described. Medical Staff Privileges granted to the Physician Assistant are attached and describe the specific duties delegated. Medical Staff Privileges will be reviewed periodically, as defined by (facility) Medical Staff By-laws.

In my absence, the Physician Assistant will be supervised by the physician(s) on call. I understand that I remain responsible for the Physician Assistant's actions.

Supervising Physician _____ Date _____

Physician Assistant _____ Date _____

- ____ Supervising physician (copy)
- ____ Physician Assistant (copy)
- ____ Medical Staff (original)
- ____ Site copy for (copy)

County Adult Detention Corrections Facility
County MAF & Nursing Home
County Hospital District -County Extended Care Facility
Medical Center Emergency Department
Clinic
Medical Center Extended Care Facility
Medical Clinic
Medical Center Department of Orthopedics

Delegated	Practice Site	Practice Setting and Duties	Supervision Method	Comments
Yes No	County MAF & Nursing Home	<ol style="list-style-type: none"> 1) Provides outpatient medical care to patients presenting to the clinic 2) Provides emergent medical care to patients presenting to the emergency department 3) Provides routine and emergent care to residents of the nursing home, including maintenance visits 4) Writes admission orders and provides inpatient medical services with the approval of the supervising physician or his / her designee 	<ol style="list-style-type: none"> 1) Bi-monthly on-site visit by supervising physician or his / her designee 2) Bi-monthly chart review by supervising physician or his / her designee (minimum 10% of outpatient charts, 100% inpatient charts) 3) Consultation via telephone if required 4) Utilization of the appropriate Medical Center on-call physician when the supervising physician is not available 5) Adherence to all facility protocols 	
Yes No	Medical Center Emergency Department	<ol style="list-style-type: none"> 1) Provides routine, urgent and emergent care to all patients presenting to the ED 2) Provides life and limb saving measures until the supervising physician and / or her designee arrives in the ED. 3) Writes admission orders and provides inpatient medical services with the approval of the supervising physician or his / her designee 4) Writes admission orders and provides ED Observation medical services as appropriate 	<ol style="list-style-type: none"> 1) Onsite assistance and supervision when requested 2) 100% chart review by supervising physician or his / her designee 3) Consultation via telephone if required 4) Utilization of the appropriate Medical Center on-call physician when the supervising physician is not available 5) Adherence to all facility protocols 6) Provision of House Officer duties as requested and as defined by Medical Center protocol 	

Delegated	Practice Site	Practice Setting and Duties	Supervision Method	Comments
Yes No	Clinic After Hours	1) Provides outpatient medical care to patients presenting to the After Hours clinic 2) Stabilizes and arranges the transfer of patients requiring a higher level of care to the Emergency Dept	1) Supervising physician or his / her designee will be available via telephone 2) Weekly chart review by supervising physician or his / her designee (minimum 10% of outpatient charts, 100% inpatient charts) 3) Utilization of the appropriate Medical Center on-call physician when the supervising physician is not available 4) Follows all facility protocols	
Yes No	Medical Center Extended Care Facility	1) Provides periodic health exams as required 2) Provides acute care visits when indicated 3) Authorizes the transfer of patients to the ED as needed 4) Provides life and limb saving care until the arrival of the supervising physician or his / her designee and / or until the patient is transferred to the care of the ED provider on duty 5) Writes admission orders and provides inpatient medical services with the approval of the supervising physician or his / her designee	1) Supervising physician or his / her designee will review patient's chart at next periodic exam and more often if requested by the PA or Extended Care nursing staff (100% chart review) 2) Consultation via telephone if required 3) Utilization of the Medical Center on-call physician when the supervising physician is not available 4) Follows all facility protocols 5) Provides House Officer duties as requested and defined by Medical Center protocol	

Delegated	Practice Site	Practice Setting and Duties	Supervision Method	Comments
Yes No	Medical Clinic	1) Provides outpatient medical care to patients presenting to the Medical Clinic 2) Stabilizes and arranges the transfer of patients requiring a higher level of care to the Emergency Dept 3) Writes admission orders and provides inpatient medical services with the approval of the supervising physician or his / her designee	1) Supervising physician or his / her designee will be physically present or available via telephone 2) Weekly chart review by supervising physician or his / her designee (minimum 10% of outpatient charts, 100% inpatient charts) 3) Utilization of the appropriate Medical Center on-call physician when the supervising physician is not available 4) Follows all facility protocols	

Chart Review:

The Board of Medical Examiners has set the following for chart review:

- A. Chart review must be conducted at a minimum on a monthly basis.
- B. Chart review may not be less than 10 % under any circumstance.
- C. For a licensed PA, with less than 1 year of full time practice experience from the date of initial licensure, for each new supervision agreement, chart review must be 100% for the first three (3) months of practice. Following the first (3) months of 100% chart review the supervising physician may reduce the chart to not less than 25% for next (3) months.
- D. The supervising physician shall countersign all written entries chart reviewed and document any corrections, errors or guidance provided.
- E. For PA's issued a probationary license, chart review must be 100% until termination of the probationary period by the Board.

***Should list all duties or tasks that the PA is not delegated by the supervising physician.**

A current list of the physician on call is available at all times in the Emergency Department. Physicians providing on call coverage are as follows:

Provider	Specialty	Coverage
John Doe, MD	Family Practice including OB	PA backup, ED call, OB
Susan No Name, MD	Family Practice including OB	PA backup, ED call, OB
Joan Sample, MD	Family Practice, Psychiatry	PA backup, ED call, Behavioral Health
Jane Doe, DO	Internal Medicine	PA backup, ED Call
Frank Bean, MD	OB./ Gyn	OB/ Gyn